

**Public Safety Communications Advisory Commission (PSCC)
Summary of Minutes - Regular Public Meeting**

Wednesday, November 23, 2011

DRAFT - Not Yet Approved by the Commission

PSCC Voting Members Present via teleconference

- Aaron Sandeen, State CIO and Deputy Director, ADOA-ASET (PSCC Chairman Designee)
- Joe Anderson, Assistant Chief, Bullhead City Fire Department
- Michael Brashier, Communications Manager, City of Casa Grande
- Amy Brooks, Captain, Apache Junction Fire Department
- Steven Campbell, Chief, City of El Mirage Police Department
- Tracy Montgomery, Assistant Chief, Phoenix Police Department
- Gilbert Orrantia, Director, Arizona Department of Homeland Security
- William Pribil, Sheriff, Coconino County
- Dan Wills
- Dewayne Woodie, Fire Chief, Ganado Fire District/EMS

PSCC Voting Members Absent

- Jan Hauk, Past President, Arizona Fire District Association Representative
- Patrick Quinn, Deputy Chief, Tucson Fire Department
- Kathleen Robinson, Assistant Chief, Tucson Police Department
- Mike Worrell, Captain, Phoenix Fire Department

Public Safety Interoperable Communications (PSIC) Office Attendees:

- Lisa Meyerson, Arizona Statewide Interoperability Coordinator & Manager, Public Safety Interoperable Communications (PSIC) Office, ADOA-ASET
- Justin Turner, PSIC Operations Manager, PSIC Office, ADOA-ASET
- Suesan Nordman, Project Manager, PSIC Office, ADOA-ASET
- Michael Britt, Project Manager, PSIC Office, ADOA-ASET

22 Interested parties and members of the public were also present via teleconference.

Call to Order and Roll Call

The teleconference meeting was called to order at 1:03 PM by PSCC Chairman Designee Aaron Sandeen, State CIO and Deputy Director, Arizona Department of Administration (ADOA), Arizona Strategic Enterprise Technology (ASET). ADOA Director Scott Smith has designated Aaron Sandeen as Chair of the PSCC. Roll call was then taken by Mr. Justin Turner, Deputy SWIC, as noted above and a quorum of the PSCC was declared present.

Approval of 2012 Annual Report to the Governor and Legislature

Action Item

Chairman Sandeen introduced the 2012 Annual Report to the Governor and Legislature. The report consists of two sections:

1. Statewide Assessment of Interoperability in Arizona – This section documents the major effort the Commission and PSIC Office undertook to measure Arizona's progress towards meeting the goals outlined in the National Emergency Communications Plan (NECP).
2. Advancement of Strategic Initiatives – This section and the attachment to the report documents activities to advance the strategic initiatives outlined in Arizona's SCIP.

Chairman Sandeen asked for comments on the report. Following a brief discussion, Chairman Sandeen asked for a motion to approve the report. Commissioner William Pribil made a motion to approve the report. The motion was seconded by Commissioner Dan Wills. The motion was unanimously carried and the 2012 Annual Report to the Governor and Legislature was approved.

ICTAP Technical Assistance: 2011 Review and Request for Input Regarding 2012 Offerings

Presenters: Lisa Dee Meyerson, Statewide Interoperability Coordinator (SWIC) & Justin Turner, Deputy SWIC

Information & Discussion Item

Mr. Justin Turner briefed the Commission on the Office of Emergency Communications (OEC) 2012 Interoperable Communications Technical Assistance Program (ICTAP). ICTAP supports and promotes the ability of emergency responders and government officials to:

- Communicate in the event of natural disasters, acts of terrorism, or other man-made disasters,
- Accelerate, and attain operable and interoperable emergency communications nationwide.

Mr. Turner provided the Commission with guidance from the 2012 Technical Assistance (TA) Catalog, reviewed the 2011 TA requests and offerings that were awarded, and provided a timeline for Arizona to submit our 2012 TA requests. Mr. Turner then reviewed many of the potential TAs that aligned with Arizona's SCIP Initiatives and led a facilitated discussion among the commissioners. Mr. Turner requested additional feedback by December 1, 2011.

PSIC Office – Multiple Project Updates

Presenters: Lisa Dee Meyerson, Statewide Interoperability Coordinator (SWIC) & Justin Turner, Deputy SWIC

Information & Discussion Item

Mr. Turner reviewed the *PSIC Multiple Projects Updates* handout with the Commission. Items highlighted include:

- FY2011 Annual PSIC Report to the Joint Legislative Budget Committee (JLBC)
- Remaining Technical Assistance awards for 2011
- Upcoming AIRS Outage
- Upcoming trainings being hosted by the PSIC Office including, COML, COOP Planning, TICP Development, and Project Management for Public Safety

- Calendar of Upcoming Events
- 2011 NECP Goal Two observers

Mr. Turner requested the Commission read the handout for further details on activities of the PSIC Office.

Adjournment

Chairman Sandeen adjourned the meeting at 1:25 PM.

Pursuant to A.R.S. 38-341-01(B), minutes of the Public Safety Communications Advisory Commission are recorded by tape recorder. Taped minutes are maintained in the Public Safety Interoperable Communications Office at the Arizona Department of Administration. Public access and review of PSCC minutes are available by appointment Monday through Friday during normal business hours. Please contact the PSIC office at 602-364-4498 to arrange for an audio of the tape-recorded proceedings.